

**Fairwood Greens Homeowners Association  
Monthly Board Meeting of Trustees  
January 26, 2021**

President Bonnie Lyon called the monthly meeting of the Board of Trustees to order at 7:00 p.m. virtually on zoom.com.

A quorum was present. Trustees in attendance were Jordan Bergeron, Jim Canterbury, Barrett Chilton, Steven Jackson, Lisa Lord, Bonnie Lyon, and Mark Powell. Dan Dorman was absent.

**Government/Guests Reports to the Board**

**Securitas Security Services:** Officer Ken Talkington

	<b>11/18/20 - 01/20/21</b>	11/20/19 - 01/22/20	<b>09/01/20 - 01/20/21</b>	09/01/19 - 01/22/20
Abandon Vehicles	34	39	107	105
Alarm Calls Home/Vehicle	8	7	16	13
Arrest		1		1
Barking Dog			2	
Dog Attack		1		1
Emergency Response	5	9	11	14
Hit & Run				1
Information	1		1	1
Noise Complaints	4	2	7	7
Open Garages	23	39	95	136
Police Activities	2	7	6	21
Property Vandalism	22		31	
Solicitors	2		2	1
Stolen Property/Mail	24	5	34	6
Stolen Property/Mail Recovery		2		3
Street Lights	14	16	18	28
Street Signs	5		7	
Theft	1	4	12	3
Trespassing	4	3	14	7
Vacation Checks	25	83	67	208
Vehicle Accidents	1	2	1	3
Vehicle Vandalism - Driveway	4	2	15	5
Vehicle Vandalism - Street			5	2

## Official Business

**Approval of the Minutes:** Jim Canterbury

**MOTION:** To approve the November Minutes as submitted. **Second:** Yes. **Discussion:** None.

**Vote:** 8-Yes, 0-No. **MOTION CARRIED.**

**Review of Annual Calendar:** Jim Canterbury

Up to date.

**Greeter's Report:** Lenore Lee

Thirty-five residents were greeted in December. Twenty-four residents were greeted in January.

## Homeowners Comments

We invite homeowners to submit comments with subject line "Homeowner Comment" and submit to [contact@fairwoodgreens.org](mailto:contact@fairwoodgreens.org)

## Committee Reports

**Executive Committee:** Bonnie Lyon

With continuing meeting restrictions, the board is meeting virtually in accordance with governor directives. The board will continue to meet until there is a significant change in health guidelines. We thank King County which has provided masks and hand sanitizer for when we are able to meet in person once again.

### **Homeowners, please note:**

- All lawns and gardens, painting, fencing, waste containers must comply with R&R for aesthetics. IF YOU RECEIVE A VIOLATION NOTICE, PLEASE FOLLOW INSTRUCTIONS AND USE THE RESPONSE FORM FOR YOUR REPLY. Homeowners must respond with a plan to correct violation(s). Homeowners must alert HOA when property issues are brought into compliance.
- Pedestrian safety is a high priority. Please ensure that walkways are clear of plants, brush, or debris. If your property is adjacent to street lighting, ensure that there is 180° illumination of sidewalk, with no limbs or brush impeding pathway visibility.
- Parking on sidewalks is strictly prohibited. Please be advised that King County Sheriff has been requested to cite violators.
- Be sure to complete and submit ACC forms for changes to property, including paint, fencing, and hardscaping. Allow 3-5 weeks prior to project for response.
- Dogs must be on leash throughout the community, including common areas such as parks. Pet owners, please be responsible for pet waste clean-up.
- Use of community parks is subject to requirements and directives from government and health authorities.

- Monitoring for moss control begins in March, please make plans to correct any issues prior to notification.
- Thank you to those of our association who have volunteered to assist with planning for our community parks, and to Jordan for chairing the first meeting. There is always room for more. Please email [contact@fairwoodgreens.org](mailto:contact@fairwoodgreens.org) to guide development of a parks master plan and phases for upgrades.

**Common Property Committee:** Jordan Bergeron

•Holiday Lights

- Green Effects had to replace a set of lights due to theft. We appreciate their promptness in getting this resolved.
- Thank you to all those that commented on how much you enjoyed the holiday light display. We appreciate the feedback.

•Parks

- Toddler Park was temporarily closed after the windstorm due to a fallen tree. The trees at Toddler Park have been cleaned up, and the fallen tree removed.
- A special project committee looking at rejuvenating Allen and Toddler parks has begun meeting to discuss planning and information gathering. We will be reaching out the association for input on the state of the parks and what changes they would like to see.
  - Thank you to our volunteers Neil Poussier, Tammy Varnado, Judy Todd, Bonnie Lyon, and Steve Jackson for a lively discussion around our parks. There will be many more to come.
  - We are working with a supplier to replace the two damaged picnic tables at Allen park. Once a comprehensive quote is received it will be brought to the board for review.
  - Thank you to those who have already provided recommendations for changes to our parks!

**Records, Correspondence, and Web Committee:** Judy Seidel

No report.

**Finance Committee:** Lisa Lord

**Income and Expense Report**

	<b>November</b>	<b>Budget</b>
<b>Revenues</b>		
Assessment Income	\$ 37,475	\$ 37,475
Other Income	\$ 3,086	\$ 5,575
<b>Total Income</b>	\$ 40,561	\$ 43,050
<b>Expenses</b>		
Administration	\$ 45,775	\$ 37,282
Bad Debt Expense	\$ 2,000	\$ 2,000
Office	\$ 190	\$ 921

Professional Fees	\$ 2,160	\$ 1,918
<b>Total Expenses</b>	<b>\$ 50,125</b>	<b>\$ 42,121</b>
<b>Net Income/Loss</b>	<b>\$ (9,564)</b>	<b>\$ 929</b>

**Year to Date Income and Expense Report**  
(Since September 1, 2020)

	YTD	Budget
<b>Revenues</b>		
Assessment Income	\$112,425	\$112,425
Other Income	\$ 12,051	\$ 16,725
<b>Total Income</b>	<b>\$124,476</b>	<b>\$129,150</b>
<b>Expenses</b>		
Administration	\$121,151	\$111,846
Bad Debt Expense	\$ 6,000	\$ 6,000
Office	\$ 2,922	\$ 4,563
Professional Fees	\$ 3,500	\$ 5,754
<b>Total Expenses</b>	<b>\$133,573</b>	<b>\$128,163</b>
<b>Net Income/Loss</b>	<b>\$ (9,097)</b>	<b>\$ 987</b>

**Balance Sheet as of November 30, 2020**

<b>Current Assets</b>	\$ 669,921
<b>Allowance for Doubtful Accounts</b>	\$ (96,483)
<b>Current Liabilities</b>	\$ 62,982
<b>Income</b>	\$ (9,097)
<b>Equity</b>	\$ 519,553

**Income and Expense Report**

	December	Budget
<b>Revenues</b>		
Assessment Income	\$ 37,475	\$ 37,475
Other Income	\$ 3,107	\$ 5,575
<b>Total Income</b>	<b>\$ 40,582</b>	<b>\$ 43,050</b>
<b>Expenses</b>		
Administration	\$ 45,682	\$ 37,282
Bad Debt Expense	\$ 2,000	\$ 2,000
Office	\$ 2,934	\$ 921
Professional Fees	\$ 1,418	\$ 1,918
<b>Total Expenses</b>	<b>\$ 52,034</b>	<b>\$ 42,121</b>
<b>Net Income/Loss</b>	<b>\$(11,452)</b>	<b>\$ 929</b>

**Year to Date Income and Expense Report**  
(Since September 1, 2020)

	YTD	Budget
<b>Revenues</b>		
Assessment Income	\$149,900	\$149,900
Other Income	\$ 15,158	\$ 22,300
<b>Total Income</b>	<b>\$165,058</b>	<b>\$172,200</b>
<b>Expenses</b>		
Administration	\$166,833	\$149,128

Bad Debt Expense	\$ 8,000	\$ 8,000
Office	\$ 5,856	\$ 5,484
Professional Fees	\$ 4,918	\$ 7,672
<b>Total Expenses</b>	<b>\$ 185,607</b>	<b>\$170,284</b>
<b>Net Income/Loss</b>	<b>\$ (20,549)</b>	<b>\$ 1,916</b>

**Balance Sheet as of December 31, 2020**

<b>Current Assets</b>	\$ 621,527
<b>Allowance for Doubtful Accounts</b>	\$( 98,483)
<b>Current Liabilities</b>	\$ 24,040
<b>Income</b>	\$ (20,549)
<b>Equity</b>	\$ 519,553

**Special Projects Committee:** Bonnie Lyon  
No report.

**Property Maintenance Committee:** Barrett Chilton

Inspection Date	Actions	Regulations Violated	Number of Inspections	Total Notice Count	Total Inspections/Retractions
12/14/20	Inspections	*	26	22	78/14
12/29/20	Inspections	*	52	42	
12/14/20	Notices Sent	*			64
12/29/20	Notices Sent	*			

\*Property violations are for bushes, leaves, debris off roofs, political signs, torn flags, light poles

**Architectural Control Committee:** Mark Powell  
21 Nov to 22 Dec

- 9 Approved Projects (3 reroof, 2 fencing, 3 decks, 1 new house)
- 0 Pending Projects
- 8 Inquiries for guidance/clarification of rules/guidelines; roofing, new house build, exterior remodeling, windows replace, fencing/gates
- 2 Stop work orders - reroofing violations
- 1 Warning letter – landscaping violation

ACC committee updated wording on next (Jan 2021) twice yearly HOA dues letter to remind homeowners that ACC application and approval is required on all exterior home projects.

23 Dec to 23 Jan

- 9 Approved Projects (1 reroof, 2 fence, 2 sheds, 1 landscape, 1 window, etc.)
- 1 Disapproval, pavers in front yard
- 2 Stop work order – pavers in front yard
- 0 Pending Projects

- 5 Inquiries for guidance/clarification of rules/guidelines; shed, gutters/drain fields, fence replace, "tool library"

**Legal Committee:** Jim Canterbury

1. Discussed several payment and collection plans.
2. Fiduciary training too be held on Wednesday, December 4<sup>th</sup>, 2020, was cancelled due COVID-19 group meeting size per Governor's Proclamation. Will reschedule and might need to have virtual meeting.
3. Advice on the Governor's Proclamation changes to HOA's on group meetings extended until January 4<sup>th</sup>, 2021 from December 14<sup>th</sup>, 2020 and now extended until we reach Phase 3.

**Security Committee:** Steven Jackson

**King County Sheriff's Office**

Recall Securitas reports (qty 19) mailbox break-in/break-in attempts in November, suspect apprehended by KCSO!

Security Activities of Note:

- 1) 26 December – [REDACTED] - Wrecked Lexus deposited at residence 12/19, reported to Securitas 12/26, - Gone 12/29 2) 27 December - [REDACTED] – Noise Complaints
- (2) Received noise complaints at 12:25am & 1:21am about residence. Homeowner and vehicle driver contacted. (3rd complaint at this address)
- (3) 20 January - [REDACTED] – Noise Complaint. Loud music coming from residence at 1:18am. Confirmed. Negative contact with homeowner via phone or at door. King County Sheriff notified. (4th complaint at this address)
- (4) 30 December - [REDACTED] - Homeowner reported abandon Honda at residence, Securitas reported properly licensed and parked, tagged and towed 4 January 2021

#2 and #3 address has become chronic noise offender, \$200 fine for #2 enroute. #3 fine presumably in-work.

Let's celebrate success!! - No complaints first two weeks of January 2021 Fairwood Greens HOA – Security Report – December 2020/ January 2021

Securitas Contract Discussion:

- Plan compliance inspection of Securitas vehicle prior to fiduciary sign-off
- Current Securitas contract expires September 2021
- Existing (2 year) contract is addendum to 2007 contract

**External Affairs:** Steve Schmidt

King County Parks is seeking information regarding active and passive parks, open space, trail usage, and parks interconnectivity within the greater Fairwood area. They invite area residents to take a brief online survey that focuses on capturing community input on recreation needs and opportunities. The Recreation Needs in Fairwood Survey will be available to complete through January 18, 2021. King County Parks values the Fairwood community's input as it will help inform planning efforts and future improvements that better meet community needs in the area.

Complete the survey at <https://publicinput.com/FairwoodRecreation>

**Active Work**

**Bonnie Lyon:**

**MOTION:** To accept Steve Schmidt as new board member replacing Cathryn Hummel. **Second:** Yes. **Discussion:** None. **Vote:** 7-Yes, 0-No. **MOTION CARRIED.**

**MOTION:** To elect Barrett Chilton as Vice President. **Second:** Yes. **Discussion:** None. **Vote:** 8-Yes, 0-No. **MOTION CARRIED.**

**Mark Powell:**

Tool Lending Library discussion.

**Adjournment:** Bonnie Lyon

**MOTION:** Board moves to adjourn the meeting. **Second:** Yes. **Discussion:** None. **Vote:** 8-Yes, 0-No. **MOTION CARRIED.**

**Closing**

The meeting adjourned at 8:18 p.m. The next meeting will be on **Tuesday, February 23, 2021** and will begin at **7:00 p.m.**

Respectfully submitted,

Jim Canterbury  
Secretary